

# March 2008

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
2	3 FEB 16-29 Manual pay & health ins. Update <b>ACTIVATE DUES FOR UTILITY #'s</b> 4010, 4012, 4025	4 FEB 16-29 Manual pay & health ins. update	5 FEB 16-29 Manual pay & health ins. Update Last day p1's can be approved for payroll.	6 FEB 16-29 Manual pay update files go down at 1:00 and remain down. <b>RUN PAYROLL</b>	7 FEB 16-29 No Update	8
9	10 FEB 16-29 No Update	11 FEB 16-29 Update/ health ins.	12 FEB 16-29 Update/ health ins. Last day p1's can be approved for supp payroll	13 FEB 16-29 Update – files go down at 1:00 & remain down. <b>RUN SUPP PAYROLL</b> Update after supp with p1's only.	14 FEB 16-29 No Update  <b>PAYDAY</b>	15
16	17 MAR 1-15 Manual pay & health ins. update <b>INACTIVATE DUES</b>	18 MAR 1-15 Manual pay & health ins. update	19 MAR 1-15 Manual pay & health ins. Update. Last day p1's can be approved for payroll.	20 MAR 1-15 Manual pay update files go down at 1:00 and remain down. <b>RUN PAYROLL</b>	21 MAR 1-15 No Update <b>GOOD FRIDAY</b> <b>½ DAY OFF</b>	22
23	24 MAR 1-15 Update/ health ins.	25 MAR 1-15 Update/ health ins.	26 MAR 1-15 Update/ health ins. Last day p1's can be approved for supp payroll	27 MAR 1-15 Update – files go down at 1:00 & remain down. <b>RUN SUPP PAYROLL</b> Update after supp with p1's only.	28 MAR 1-15 No Update  <b>PAYDAY</b>  END OF QUARTER	29
30	31 MAR 1-15 No Update					

